

How the program works

- The parties or the Court may request mediation in any case involving child custody, support, visitation and/or property issues. You may request mediation by using the ***Request for Mediation*** form.
- If both parties agree, or by court referral, an ***Order of Referral for Mediation*** must be filed. The Court or the parties may select a mediator from a court-maintained list, or, the parties may request any qualified person as a mediator.
- Each party must pay fifty dollars (\$50.00) directly to the Clerk's office. Each party is required to get a receipt from the Clerk that the \$50.00 was paid. Mediation will not begin until the entire one hundred dollars (\$100.00) is received by the Clerk. The fee may be waived at the discretion of the Court.
- The parties must contact the mediator within ten (10) days after the Order of Referral for Mediation is filed.
- The parties will be responsible for providing a copy of the receipt of the required court fee to the mediator before the mediation may begin.
- The mediators will be paid by the court for up to eight (8) hours of mediation. The parties must ask the court for additional time, if needed.
- Upon completion of the mediation, the mediator will submit a final report to the court, indicating if an agreement was reached and any unresolved issues. After mediation is complete, either party can request a hearing on unresolved issues. If all issues are resolved, the parties are responsible for seeking a final order or decree from the court.